



A Tradition of Stewardship  
A Commitment to Service

# PERMIT RESUBMITTAL

This form must be filled out and returned with all the information requested in the comment letter. In order to assist us in determining which divisions and agencies need to review your plans when your resubmittal is turned in, **all corrections and changes must be clearly identified on the plans by revision cloud and delta, additional changes must also be identified below, and a comment response letter submitted.** Plans will not be accepted without this form. Clearly and concisely identify the major changes that may impact the plan review status of Fire, Planning, Engineering and Environmental Health (EH).

Permit #

Date

FOR OFFICE USE ONLY	
ROUTING	Bin:
<input type="checkbox"/> Fire	
<input type="checkbox"/> Planning	
<input type="checkbox"/> Engineering	
<input type="checkbox"/> EH	
Plan Checker:	

**APPLICANT**

Please resubmit **three (3)** new complete plan sets. If you were given a "Red Marked" set (generally set A), you will need to return it with the resubmittal.

Resubmittal Number: 1  2  3  4   
(Check one)

Issued Permit  Not Issued

**PRIMARY CONTACT**

Primary Contact Name: _____		Project Name: _____	
Firm: _____		APN#: _____	
Site Address: _____	City: _____	State: _____	Zip: _____
Address: _____	City: _____	State: _____	Zip: _____
Phone: _____	Fax: _____	Email: _____	

**CORRECTIONS/CHANGES to PLANS**

The following has be submitted in response to a Unified Letter:

- Only corrections identified as needed in the Comment Letter. (3) complete sets of plans, 2 each supplemental documents
- These additional changes were made: (3) partial sets (to be inserted by applicant)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

8. \_\_\_\_\_ Change in Project Valuation (construction cost)\*: \_\_\_\_\_

9. \_\_\_\_\_ \*If the valuation is deemed to be less than industry standards and/or the valuation calculator, staff will make the necessary adjustment.

Please use the back of this page if you have more changes to identify.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I understand that this information provided clearly represents all the revisions to the resubmittal. Any changes to the plans and documents that are not clearly clouded may cause my project to be re-routed and subject to delay.